

Application for Oklahoma High School Diploma Frequently Asked Questions:

Q: Is there a fee to process the application?

A: No. This is a free service.

Q: Do you accept “walk-in” applications?

A: Yes. You are welcome to visit the Accreditation Office (Rm 210) from 8:30 a.m.-3:30 p.m., Monday – Friday to submit your application.

Q: How long does it take to process an application?

A: We provide same day service to all walk-ins. If an application is received in the mail it will be processed and returned to you in approximately 1 week.

Q: Is my college accredited?

A: A list of accredited Oklahoma colleges and universities can be found on the website of the Oklahoma State Regents for Higher Education at www.okhighered.org.

Q: Will you accept an out-of-state college transcript?

A: If your college hours have been earned from an out-of-state institution, your transcript must be interpreted by an official from an accredited Oklahoma college or university (see link above for list). You will need to submit your official out-of-state transcript along with a letter from the Oklahoma institution that states the number of transferrable hours. (The letter must also be in a sealed envelope.)

Q: Will you accept a transcript that is not sealed?

A: No. An official sealed transcript is required.

Q: What if the name on my transcript does not match the name on my photo ID?

A: Legal documentation of name change will also need to be provided.

Q: What is the allowable proof of prior enrollment in an Oklahoma school?

A: A high school transcript, report card or verification letter on school letterhead.

Q: Who do I contact if I have additional questions?

A: Please contact the Accreditation Office at 405-521-3335.